



COMMITTEE MEETING MINUTES

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| Committee Name: | Advising Committee | | |
| Members that attended: | Tori Addington-Ellison, Linda Aiken, Jennie Ashlock, Kristan Blanton, Rebecca Branden, Will Clark, Mark Ellison Bethany Emory, Melissa Hill, Melissa Hyatt, Pam Judson, Eddie Lunsford, Norrie Meus, Barbara Putman | | |
| Date of Meeting: | Jan.31, 2023, Burrell 301 | Time: | 3:00 pm |
| Meeting Purpose: | To promote proactive advising by creating policies, professional development opportunities, and educational materials designed to support advisors and increase student success. | Meeting Chair: | Dominique Benson Barwatt |
| | | Prepared By: | Dominique Benson Barwatt |

- I. Introductions
- II. Sub Committees

- a. Advisor Training, Mentoring, and Social Team: (Bethany, Pamela, Linda, Vicki, Norrie, Jennie, Tyler)
- b. Advising Day & Registration Awareness Team: (Dom, Kristan, Rebecca, Gretchen, Eddie, Tori, Mark)
- c. Student Development & Pathway Planning Team: (Barb, April, Mary, William, Danell, Kimi)

If you are not on a subcommittee and would like to join one, please email me @d_benson@southwesterncc.edu

- III. Sub Committees updates from the last meeting and follow-up

Sub Committees Updates from our Last Meeting on Sept. 20, 2022,

Advisor Training, Mentoring, and Social Team

Bethany Emory-Project Adviser Academy- *This will be the committee's focus this semester.*

Committee homework for December-*Dominique to email when the Advising Academy module 1 is ready for review. The committee members will be enrolled in the Moodle course and receive notification from DB or BE. You can submit your feedback in a Google Form at the end of each module.*

Mentoring Model that works? *Committee members to research advising mentor models and bring information to the next meeting. No reports back from the committee.*

III. Sub Committees

Advisor Training, Mentoring, and Social Team

Our committee's focus this semester is the completion of Adviser Academy, and we need your expertise and creativity TODAY!

If you were unable to attend or want to add anything additional to the Adviser Academy Projects, they are below and will remain open. PLEASE participate! Thank you to all who attended the meeting, helped create the glossary, submitted videos and quotes, and/or planned to participate in the Good, Better, Best videos.

Projects:

1. Advising Glossary of Common Terms and Tools-<https://docs.google.com/document/d/1kWcRAtcSVsffTMNYFkKTHAp30j7lWZgNYnvprHKLVIY/edit?usp=sharing>
2. [Video or quote:](#)
 - a. My favorite phase in Appreciative Advising and why
 - b. Things I wish someone had told me before I started advising/registering students
3. Volunteers for [Good, Better, Best videos](#)
4. HOMEWORK-review Adviser Academy in Moodle and provide feedback

V. Upcoming:

Self-Service Demo for Advising and Registration-Feb 13(1-2pm) in the Burrell Conference Center.

Email from Mark-

It's important to attend so you can provide feedback as SCC looks to make a decision on what we will use **in the future (not this spring)** for student advising and registration. A decision has not been made..this is just an opportunity for all of us to learn more.

Mark will send an additional email reminder with updated location information.

Advising Day & Registration

Advising Day is on Apr 11, 2023

Communication with Students

- a. Sidewalk stickers & yard signs b. Texts, emails, and postcards to current students and applicants for summer/fall
- c. Website and social media reminders.
- d. Drawing for \$1000 for student registered

Communication with Advisors

Emails that include the SCC Advising Committee best practices across all divisions. Using the committee's documents will ensure all SCC students receive the same information during advising sessions, and we can better serve those moving between programs. We will continue to use the same documents from FA23.